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THE REPORT OF THE General Committee

For directing, managing, and transacting the

BUSINESS, AFFAIRS, ESTATE, and EFFECTS OF THE

CORPORATION OF THE GOVERNORS and GUARDIANS OF THE

HOSPITAL FOR THE

Maintenance and Education

Of expoſed and deſerted

YOUNG CHILDREN;

Relating to the

GENERAL PLAN for executing the Purpoſes of the Royal Charter, eſtabliſhing this Hoſpital.

LONDON,

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The Report of the General Committee for directing, managing, and tranſacting the Buſineſs, Affairs, Eſtate, and Effects of the Corporation of the Governors and Guardians of the Hoſpital, for the Maintenance and Education of expoſed and deſerted young Children, relating to the General Plan for executing the Purpoſes of the Royal Charter, eſtabliſhing this Hoſpital.

IN Purſuance of the Order of the General Court made the Fourteenth Day of *May* laſt, we have prepared a General Plan for the Government of this Corporation, and for the Execution of the charitable Purpoſes for which it was erected; in forming of which, Regard is had as well to the preſent State of your Revenue, and your Reſolution of immediately receiving ſixty Children, as to your moſt extenſive View of relieving all who ſhall equally be Objects of your Compaſſion, when your Income ſhall be ſufficient for that Purpoſe.

As your Revenue at preſent amounts only to about Six hundred Pounds a Year, it will require the greateſt Frugality to maintain even Sixty Children, and to pay the neceſſary Officers and Servants, without a Diminution of your Capital, we have therefore uſed our utmoſt Attention to prevent even a Poſſibility of any Miſapplication of your Income, and to make your Accompts eaſily intelligible to every Perſon who ſhall deſire to inſpect them.

As the Preſervation of the Children who ſhall be received into the Hoſpital muſt greatly depend on the Care of Nurſes, we have propoſed a Method by which their Behaviour will continually be ſubject to the Inſpection of the Governors of this Hoſpital, in a Rotation; which, if approved of, we think will be greatly to the Benefit of the Charity, and not be troubleſome to the Governors, ſince the Attendance of each Governor, two or three Mornings in a Year, would be ſufficient for that Purpoſe.

We hope, in this Reſpect, this Corporation may receive Aſſiſtance from other Perſons, whoſe Charity may induce them to viſit your Hoſpital, and inſpect its Management, ſince they may be aſſured your Committee will always pay due Regard to any Advice or Information which ſuch Perſons ſhall give them, either verbally,

or

or by Letter: And in this Method we hope we may receive the Aſſiſtance of the Fair Sex, who, although excluded by Cuſtom from the Management of publick Buſineſs, are by their natural Tenderneſs and Compaſſion peculiarly enabled to adviſe in the Care and Management of Children; and they may, without Trouble to themſelves, ſee the Œconomy of the Hoſpital, and communicate their Obſervations to any Governor, or to your Committee, by a Memorandum put into the Charity Box, or in ſuch Manner as they ſhall think fit. As the Children who ſhall be brought up by this Hoſpital owe their Preſervation to Charity, we have propoſed that they may be ſo educated and diſpoſed of, as ſhall make them moſt uſeful to the Publick.

CHAP. I.

Of the Reception, Maintenance, and placing out of Children.

IT is propoſed, That a proper Houſe be provided, with a Court-yard before it, walled in (at leaſt ſix Feet high) and a Porter to attend in the Lodge, to let in any Perſon who brings a Child, and carry the Child to the proper Officer; that

whilſt the Circumſtances of the Corporation are ſuch as to admit only a limited Number, each Child ſhall be inſpected, as hereafter directed; and the Porter is to take Care that the Perſon who brought it does not go away, until the Child is received or returned. No Child ſhall be returned who is not above the Age of two Months, except ſuch as has the *French* Pox, Evil, Leproſy, or Diſeaſe of the like Nature. And in order to know what Children are healthy, the chief Nurſe (with ſuch other Nurſe as ſhe ſhall think fit to call to her Aſſiſtance) and the Apothecary of the Houſe (ſo ſoon as one ſhall be appointed) ſhall inſpect every Child as ſoon as it is brought to the Hoſpital, and ſhall direct which ſhall be received into the Hoſpital, and which at preſent ſhall be returned, or hereafter otherwiſe diſpoſed of.

Immediately on the Reception of each Child, the Steward ſhall enter on a Sheet of Paper, its Sex, ſuppoſed Age, the Year, Day, and Hour when brought, Deſcription of the Child, the Marks (if any) on its Body, and the Child's Dreſs; and particular Mention is to be made of any Writing or other Thing brought with the Child. He ſhall ſeal up, and number ſuch Sheet of Paper, and affix a Label, with the ſame Number ſtampt upon it, with a Piece of Tape, to ſome Part of the Child's Body,

ſealing

ſealing the Knot of the Tape to prevent its being taken off: This done, the chief Nurſe ſhall deliver the Child to a proper Nurſe; and the next Day the Steward ſhall deliver his Paper to the Daily Committee, who ſhall call for the Child, and the Perſons who received it; and having examined the Paper and Perſons, if they ſee Cauſe, ſhall order a Copy thereof to be made, with ſuch Addition or Alteration as they ſhall judge proper, to be numbered and kept as hereafter is directed.* * See Chap. 7.

The Daily Committee ſhall then affix a new Number to ſome Part of the Child's Body, rolled up, and ſealed, entering ſuch Number, the Time of Reception, and the Reference to the Paper of Marks in the Regiſter * Book, together with the Chriſtian and Surname which they ſhall give the Child. * See Chap. 4.

Theſe Names are to be wrote on a Label, ſealed up, and affixed to ſome Part of the Child's Body, and the Child cloathed with the Cloaths of the Hoſpital, as hereafter directed.* The Child is to be baptized in the Evening of the next *Sunday*, immediately after divine Service, by ſuch Miniſter of the Church of *England*, as the Daily Committee ſhall appoint, unleſs it ſhall appear to them that ſuch Child has been baptized before. An Entry of the Baptiſm is to be made in a Book provided for that Purpoſe, ſigned by the Miniſter * See Chap. 8.

and one of the Daily Committee (if preſent) or by the Steward of the Houſe; which is to be numbered in the Margin, and the ſame Number wrote on the Label fixed to the Child, under the Governor's Number, and the Label to be again ſealed up, and to remain always fixed to the Child; which Number is alſo to be entered in the proper Column of the General Regiſter Book.

In order to be informed of the beſt Method of bringing up young Children, we have conſulted the College of Phyſicians thereupon, who are of Opinion, that it is moſt adviſeable for this Corporation, that no Children be ſuckled but ſuch as cannot be brought up by Hand; and that Opiates ought never to be adminiſtered by Nurſes.

That ſuch of the Children who require to be ſuckled, ſhould be delivered out of the Hoſpital to Country Nurſes, as ſoon as proper Country Nurſes can be procured, and remain with them till they arrive at the Age of Three Years: And proper Entries ſhall be made in the Regiſter of the Time when delivered out, of the Nurſe's Name, her Place of Abode, and other Particulars as hereafter directed. *

* See Chap. 4.

The Children, when taken from Nurſe, are to be taught to read, and inſtructed in the Principles of the Chriſtian Religion, and brought up to Labour, fit for their

Age

Age and Sex; and as ſoon as they attain proper Ages, the Boys ſhall be put out to Husbandry, other Labour, or to the Sea Service; and the Girls be employed in the Houſe, or placed out at Service; the General Committee taking care that they be furniſhed with Cloaths and Neceſſaries; and that proper Contracts be made with their Maſters and Miſtreſſes to prevent any Abuſe.

A Regiſter of the Children ſo placed out, ſhall be kept in the Manner hereafter directed.* * See Chap. 4.

When any Perſon ſhall reclaim a Child, they ſhall attend the Daily Committee, and ſhall be examined by them what Right they have to the Child, what are their Circumſtances, whether they are able and willing to provide for the Child, and to pay for its Maintenance in the Hoſpital a Sum to be limited by the Daily Committee; and if they ſhall ſatisfy the ſaid Committee in the above Particulars, the proper Regiſters ſhall be ſearched; and if the Child appears to be living, the ſaid Committee ſhall report theſe Facts, as they appear to them, to the General Committee, who have Power to order ſuch Child to be delivered to the Perſon, on their complying with the Terms required, if the General Committee approve thereof.

When any Perſon brought up in this Hoſpital ſhall be diſcharged, by attaining the

the Age fixed by the Act of Parliament, or by any other Means, the General Committee, at their Diſcretion, ſhall give them Cloaths or Neceſſaries, not exceeding the Value of Ten Pounds; or if any Girl ſhall marry before her Diſcharge, with Conſent of the General Committee, ſhe ſhall have a Portion in Money and Neceſſaries given her by the Hoſpital, not exceeding the Value of Ten Pounds. A proper Entry is to be made in the Regiſter Book, of the Death or Diſcharge of each Child.* The Cloathing of the Children, and Care of them when ſick, is provided for in Chapters the Vth, VIIth, and VIIIth.

* See Chap. 4.

CHAP. II.

Of the Nurſes.

THAT we having conſidered of the beſt Method to procure healthy and careful Nurſes for the Hoſpital, did ſome time ago ſettle ſuch Queſtions as we thought neceſſary to procure Information on that Subject, which have been printed and diſtributed to the Governors to obtain it; but in general we think, there ſhould be two Wet Nurſes, and four Dry Nurſes, taken into the Hoſpital, before any Children be admitted, to ſuckle and take care of the Children which ſhall be kept in the Hoſpital,

Hoſpital, or until they are ſent out to Country Nurſes (in caſe you ſhall be of Opinion they ought ſo to be) and a farther ſufficient Number of Nurſes agreed with to be ready when ſent for from time to time, as Children are brought in. No Nurſe ſhall be taken into the Hoſpital, unleſs upon Enquiry made, it appear to the Satisfaction of the Daily Committee, that ſhe is a Perſon fit for that Employment, and has had the Small Pox.

No Wet Nurſe ſhall be taken in without a particular Examination of her Health, and the Goodneſs and Age of her Milk, in ſuch Manner as the Daily Committee ſhall think proper.

No Nurſe ſhall be permitted to go out of the Hoſpital, nor Viſiters admitted to come in to her, without Leave firſt obtained from the chief Nurſe.

The Nurſes ſhall keep themſelves and the Children neat and clean, and dreſs and undreſs them at proper Times, and be accountable for the Children's Cloaths delivered to them, and give the Children only the Food appointed for them, prepared in ſuch Manner as ſhall be directed by the Daily Committee from time to time. If any Nurſe ſhall dare to give any ſtrong Liquors or Opiates to any Child, or ſhall be found to have any ſuch in her Cuſtody, ſhe ſhall be immediately diſcharged, and for ever incapable of ſerving the Hoſpital.

For

For the Encouragement of Nurſes to do their Duty, the General Committee ſhall have Power to give to every Nurſe, who has had the Care of any Child or Children for Two Years, or upwards, a Reward not exceeding Ten Shillings, if the Child or Children ſhall appear to them to be in a healthy and thriving Condition, and that due Care had been taken thereof.

All Nurſes in the Hoſpital ſhall be under the Care and Inſpection, and obey the Orders of the chief Nurſe.

CHAP. III.

Of the chief Nurſe, and Female Servants.

Of the chief Nurſe.

SHE is to be a Perſon unmarried, and reſide in the Houſe, to inſpect the Children at the Time of their Reception, as before is directed, and have the immediate Care and Inſpection of the Nurſes, Children, and Female Servants, and over the Food to be provided for the Children; to have the Cuſtody and Care of all Linnen, Wearing Apparel, Bedding, and other ſuch Furniture, and of all Things neceſſary for the Maid Servants, and deliver the ſame to them reſpectively, as Occaſion ſhall require. She is alſo to receive from the Steward, by Order of the Daily Committee, ſuch

ſuch Cloathing as is neceſſary for the Children, and diſtribute the ſame to the Nurſes in the Hoſpital, and to Country Nurſes; and at the Time ſhe delivers them to the latter, ſhe muſt give them a Particular thereof, and take their Receipt for the ſame; which ſhe is to deliver to the Steward, to be filed and kept by him. She is frequently to viſit the Children, examine the Conduct of every Nurſe, and not permit them to go out of the Houſe, or receive Viſits in it, but on reaſonable Occaſions, and conſtantly give an Account to the Daily Committee upon theſe Articles. She is to keep Inventories of all Things committed to her Care; and when they want to be repaired, to acquaint the Daily Committee therewith.

The Cook.

She is to be a Perſon unmarried, reſide in the Houſe, and be under the Direction of the Chief Nurſe. She is to receive from the Steward all the Proviſions brought into the Hoſpital, ſee them weighed, and at the Time of weighing receive from him an Account of the Weight of each Sort, as weighed by the Steward and her; which Account ſhe is to produce weekly to the Governors, when they ſettle the Steward's Accounts; and to keep every Place under her Care neat and clean.

The Laundry Woman.

She is to be a Perſon unmarried, reſide in the Houſe, and be under the Direction of the Chief Nurſe, and receive from her

all

all the Linnen and other Things to be waſhed, and every Thing that may be neceſſary in waſhing, and account to her for the ſame.

All the other Maid Servants ſhall take their Orders and Directions, from time to time, from the Chief Nurſe; apply to her for what they want; and account for what ſhe delivers to them.

CHAP. IV.

Of the Steward and Men Servants.

The Steward. HE is to reſide in the Hoſpital, to be a ſingle Man of unblemiſhed Character, diligent and ſober, a good Accountant, and confine himſelf entirely to the Buſineſs of the Hoſpital; and be never abſent, unleſs upon the Buſineſs of the Hoſpital, without Leave of the Daily Committee. He is to attend the Inſpection of all Children brought into the Hoſpital, and make the ſeveral Entries, keep the Checques, Regiſters, and other Books; and do ſuch other Acts, as are hereafter mentioned.

He is to have the immediate Inſpection of all the Men Servants belonging to the Hoſpital, and of every thing brought in, or carried out thereof; and to have the Care of providing Utenſils, Proviſions, and all other Neceſſaries for the Uſe of the Hoſpital; and pay Servants Wages, and current Expences, purſuant to particular Orders

of

of the Daily Committee, and keep a particular Account thereof; take Receipts for all Sums exceeding Ten Shillings disburſed by him in a Book for that Purpoſe to be produced, together with his Account, which ſhall be weekly audited by the Governors: And he ſhall alſo keep Inventories of all the Things committed to his Charge; and when any Alterations are neceſſary to be made therein, he is firſt to acquaint the Daily Committee therewith. He ſhall take Care, that the Servants in the Hoſpital have their Meals in the Hoſpital at the particular Hours and Places appointed for that Purpoſe, and ſhall not ſuffer any of the Proviſions to be carried out of the ſaid Place: And ſhall cauſe a Table to be fixed up containing the Diet to be provided for the Servants of the Houſe.

The Books to be kept by him are, A General Inventory Book.

A General Regiſter Book of the Hoſpital, divided into proper Columns, to contain, 1. The Time of Reception. 2. Reference to the Paper of Marks. 3. Reference to the Baptiſm. 4. The Name and Number of the Child. 5. Reference to the Nurſe's Book. 6. Reference to the Book how diſpoſed of. 7. Reference to placing out, and 8. Times of Death, or Reference to Diſcharge.

A Regiſter of Baptiſm to contain, 1. The Number of the Child, and Reference to the

General

General Regiſter. 2. The Name and Surname, and Number of Baptiſm. 3. Days when chriſtened. And, 4. by whom chriſtened.

The Nurſe's Book to contain, 1. Name of the Nurſe, and Place of Abode. 2. Reference to the General Regiſter, and Agreement made with her. 3. Name of the Child delivered to her, and Time when. 4. Name of the Perſon to inſpect. And, 5. Time when the Child is returned.

A Diſpoſal Book to contain, 1. Name of the Child. 2. Where the Children are. 3. Reference to placing out. And, 4. Reference to the General Regiſter.

A Placing out, Death, and Diſcharge Book, to contain, 1. Name of the Perſon, and Place of Abode, with whom. 2. Reference to Agreement. 3. Name of the Child. 4. When returned. 5. Death, when. 6. Where buried 7. Reference to Certificate thereof. 8. Diſcharge, when, and how. And, 9. Reference to the General Regiſter.

A Servant's Book, to contain, 1. Names. 2. When taken in. 3. Agreements with them. 4. When diſcharged. 5. Cauſe of Diſcharge.

A Minute Book of Nurſes and Servants retained, which ſhall contain, 1. their Names. 2. Places of Abode. 3. Terms on which they are to come. And, 4. Reference

ference to the Servants and Nurſes Book reſpectively.

A Day Book of ſmall Expences.

A Book of the Steward's Receipts and Payments.

A Book to contain the Receipts and Iſſues of Proviſions; and,

A Book for entering the Money, Bills, or Effects received from charitable Perſons, who may come to the Hoſpital, and put the ſame into a Box, to be kept for that Purpoſe.

The Porter.

He is to be a grave, ſober Man, unmarried, and conſtantly reſide in the Lodge, at the Gate, to attend there at Six in the Morning, till Ten at Night, from *Lady-day* to *Michaelmas*; and at Seven in the Morning till Nine at Night, from *Michaelmas* to *Lady-day*; and muſt not leave his Station till the Watchman relieves him.

If any Perſon wants any Officer or Servant of the Hoſpital, he is to call the Perſon wanted; but ſhall not ſuffer any Nurſe to go out without Leave firſt obtained from the chief Nurſe, who is to enter the Time of her going out and returning, in a Book to be laid before the Daily Committee.

He is not to permit any Thing to be brought in or carried out of the Hoſpital, but what ſhall be inſpected by the Steward.

He is to be habited, as hereafter directed. *

* See Chap. 8.

The Watchman.

He is to be a ſtrong, ſober, healthy Man, to be upon Duty from Ten at Night till Six in the Morning, from *Lady-day* to *Michaelmas*; and from Nine at Night till Seven in the Morning, from *Michaelmas* to *Lady-day*. He muſt not leave his Station, till the Porter relieves him, and ſhall light ſuch Lamps belonging to the Hoſpital, as the Daily Committee ſhall direct.

The Porter and Watchman are to take Care that the outward Gate of the Hoſpital be kept ſhut, and do not ſuffer idle Perſons or Beggars to come into the Court, or remain about the Gate of or Paſſages to the Hoſpital.

They are to be particularly careful in delivering every Child brought to the Hoſpital, into the Hands of the chief Nurſe, to be inſpected, as mentioned in the firſt Chapter, and receive their Orders from the Steward or chief Nurſe thereupon; and they ſhall not preſume to ask the Perſon who brings a Child any Queſtion whatſoever, or by any Means endeavour to diſcover who the Perſon is, on pain of their being diſmiſſed.

The Meſſenger.

There ſhould be a Meſſenger to go of ſuch Meſſages, or carry Burthens, as the Governors, Secretary, Steward, or chief Nurſe ſhall direct, to attend in the Hoſpital, from Six in the Morning from *Lady-day* to *Michaelmas*; and from Seven in the Morning

Morning from *Michaelmas* to *Lady-day*, to receive Orders, and attend as Door-keeper to all Meetings of the Governors, who is to be cloathed as hereafter directed. * * See Chap. 8.

No Servant whatſoever belonging to, or employed by this Hoſpital, ſhall be ſuffered to keep any ſpirituous Liquors in their Cuſtody; and if they do ſo, or be found drunk, they ſhall be immediately diſcharged, and incapable of ſerving the Hoſpital.

The Servants, when ſick, ſhall be taken Care of by the Hoſpital, in the Infirmary, or otherwiſe, as the Daily Committee ſhall direct.

Every Perſon applying to be a Servant of the Hoſpital, ſhall be acquainted, that Servants are only to be paid Wages to the reſpective Days of their Diſcharge, may be diſcharged without any previous Notice, at the Pleaſure of the Daily Committee, and is not to have any Certificate or written Character when diſcharged; and no Servant to take or receive any Fee, Reward, or Gratuity whatſoever from any Perſon upon any Pretence.

CHAP. V.

Of the Infirmary and Apothecary, &c.

FOR the Care of the ſick Children or Servants, a Ward or Infirmary, with proper Attendants, ſeparate from the other Parts of the Hoſpital, be provided; near which an Apothecary ſhall reſide, and have the Care and Inſpection of the ſame, and of all Medicines for the Uſe of the Hoſpital, according to ſuch Directions as he ſhall from time to time receive. He ſhall be unmarried, and follow no Buſineſs, but in the Hoſpital; attend the Inſpection of Children brought in, as directed in the firſt Chapter, and on all other Occaſions, as the Daily Committee ſhall require.

Whenever there ſhall be Occaſion for further Aſſiſtance, the General Committee ſhall, as they think fit, apply to ſuch Phyſicians and Surgeons who are willing to attend without Fee or Reward.

CHAP. VI.

Of the Secretary.

AS far as the Secretary's Duty falls in with the Scheme of this Plan, he is to have the Cuſtody of, and regularly keep all

all the Books herein after mentioned, to attend the General Meetings, Committee for tranſacting the Affairs of the Hoſpital, and all other Committees, as he ſhall be directed; to take Minutes at ſuch Meetings, which he is to read over as ſoon as the Buſineſs is ended, to get them ſigned by the Chairman, and to enter them before the next Meeting, when he is to read them over previous to any other Buſineſs; to ſend by the Meſſenger all Summons's or Letters to the Governors or other Perſons, according to the Orders he ſhall receive for that Purpoſe, or as the By-laws direct.

The Books to be kept by him are,

An *Agenda* Book.

A Minute Book of the General Meetings.

A Minute Book of the Committee, for tranſacting the Affairs of the Hoſpital.

A Letter Book.

A Regiſter Book of all Benefactions.

A Money Benefaction Book.

A Book of annual Benefactions.

A General Caſh Book of Money received and paid.

A Book of the Charter, Act of Parliament, and By-laws, *&c.*

A Bank, and four Bankers Caſh Books.

A Book of Wills, Deeds, *&c.* giving or conveying any thing to the Hoſpital.

A Book of all Leaſes, Conveyances, or other Deeds made by the Corporation; and,

A general annual Accompt Book.

CHAP. VII.

Of the Governors, or the Daily Committee.

NOthing being ſo neceſſary to execute this Charity as a conſtant Viſitation and Inſpection into the Behaviour of all the Perſons employed in it, to prevent Abuſes, preſerve the Children, and keep up the charitable Diſpoſition of Mankind, there ſhould be at leaſt two Governors appointed daily to viſit and inſpect the Hoſpital.

To make this Duty more eaſy to the Governors, we propoſe, that the whole Number be divided into twelve Claſſes, each Claſs to have the Inſpection of the Hoſpital during one Month, and two Governors of it to viſit the Hoſpital every Day; and when any Governor pleaſes to attend, though he ſhould not be of the Claſs then in Rotation, he ſhall have an equal Power with any of the others: That this Daily Committee of two or more Governors have Power to ſuſpend, remove, or diſplace any Nurſe or inferior Servant, for

for Miſdemeanors or Neglects, and ſhall diſcharge ſuch as are guilty of Faults, for which they ought by the Rules of the Hoſpital to be removed, taking Care that the Reaſons or Cauſe of the Diſcharge of each Servant, whether at their own Requeſt, or for Misbehaviour, or otherwiſe, be entered in the Servants Book, kept by the Steward,* ſigned with the initial Letters of the Names of the Daily Committee, who diſcharge them; and this Committee ſhall be alſo impowered to draw upon the Treaſurer for all Money then wanting for the current Expences of the Hoſpital, payable to the Steward; and ſuch Orders and Draughts ſhall be ſigned by two of the Governors attending, on the Day of auditing the weekly Accompts, and by one of the General Committee, and entered in a Book to be kept for that Purpoſe, which they are to ſign.

* See Chap. 4.

All Accompts of the Servants in the Hoſpital are to be audited every *Wedneſday* weekly, and for that Purpoſe they ſhall be examined and ſigned by the Daily Committee, with at leaſt one Member of the General Committee; and theſe Accompts tranſmitted by them to the Secretary, to be laid at the next Meeting before the General Committee.

All Variations in the Inventories, to be kept in the Hoſpital, ſhall be made only by Direction of the Daily Committee, and

ſigned with the initial Letters of their Names: They ſhall likewiſe take Care that the proper Entries be made in all the Books appointed to be kept in the Hoſpital, all Papers be properly diſpoſed, and every Thing done in the Manner hereby directed: They are to write down in the Book of Obſervations (hereafter mentioned) and ſign with the initial Letters of their Names, whatever ſhall occur to them relating to the Government of the Hoſpital, the Conduct of the Officers, and Behaviour of the Servants: They ſhall have a particular Regard to the Management of the Steward, chief Nurſe, and Apothecary, view the Medicines belonging to, and Proviſions purchaſed for the Hoſpital, as they ſhall think fit; be careful how they are diſpoſed of, and exact in examining the Behaviour of the Nurſes to the Children, and their keeping them, and every Thing belonging to them neat and clean.

For receiving Benefactions from charitable Perſons, Boxes with two different Locks and Keys ſhould be placed in convenient Parts of the Hoſpital; one Key to be kept by one of the Daily Committee, and the other by the Treaſurer, and the Box opened in the Preſence of two or more Governors, as they ſhall ſee Occaſion, by the Steward; and the Money, Bills, or Effects found therein, delivered to the Treaſurer, or Perſon appointed by him;

and

and an Entry made by the Steward, in the Preſence of the ſaid Committee, of what ſhall be found in the Box, and is delivered to the Treaſurer.

The Daily Committee ſhall view all the Cloaths brought in for the Uſe of the Hoſpital, compare what is delivered with the Patterns and Contract entered into by the General Committee, and not ſuffer any ſuch Cloaths to be worn, until they have approved thereof; of which Approbation they are to tranſmit a Certificate under their Hands to the Secretary, to be laid before the General Committee, at their next Meeting.

From time to time, as Occaſion ſhall require, the Daily Committee ſhall order the Steward to deliver out the Cloathing then neceſſary, to the chief Nurſe, and ſee an Entry thereof made by the Steward, in a Book to be kept for that Purpoſe.

The Books and Papers to be kept by the Daily Committee are,

A Book to enter their Draughts in upon the Treaſurer, to contain the Date of the Draughts, for what Sum, and the Balance in the Steward's Hands at the Time of each Draught.

A Book of Cloathing delivered to the chief Nurſe, and a Book for Obſervations.

The Papers of the Marks of the Children are to be numbered, and kept in the

Order

Order they are delivered each Year, by itſelf, and are, together with the Books, to be kept locked up in a Place for that Purpoſe, the Key whereof is to be delivered to one of the Daily Committee, who is to leave it and the Key of the Box for Benefactions, ſealed up, and the Name of the Governor wrote upon a Label, ſealed with it, in the Cuſtody of the Steward, to be delivered over, ſo ſealed, to one of the Daily Committee, who attends the next Day: Which Seal is not to be opened, but by ſuch Governor; and the Steward ſhall be immediately diſcharged, if he preſume to open the ſame.

There are ſeveral other Particulars relating to the Duty of the Daily Committee, which being inſerted in the proper Places, need not be here repeated, as it is incumbent on that Committee to aſſiſt in, and ſuperintend the Execution of every Part of this Plan.

CHAP. VIII.

Of the Committee for tranſacting the Affairs of the Hoſpital, or General Committee.

THIS Committee ought to be impowered to elect and appoint the inferior Officers, and Nurſes, and Servants, neceſſary to execute the Charity; but no Nurſe

Nurſe ſhall be ſo appointed, unleſs a Certificate be produced, ſigned by the Daily Committee, that ſhe has been examined, and is a fit and proper Perſon for that Employment.

To make all Contracts and Agreements, and take particular Care to inſert therein the Limitations and Reſtrictions mentioned in the Plan, and keep a Book for regiſtring all ſuch Contracts and Agreements.

They are alſo to take Care of the placing out the Children; and in the Contracts made for that Purpoſe, to provide, that the Children ſo placed out ſhall not be abuſed, and reſerve a Power to the General Committee to inſpect their Uſage from time to time; and ſuch Contracts ſhall be properly regiſtered.

This Committee is to have the Direction of the Cloathing for the Hoſpital, and contract for the ſame; but no Orders for the Payment for Cloaths delivered in ſhall be made out, till a Certificate is produced from the Daily Committee, that the Cloathing is received and approved of by them; and Patterns of every Particular belonging to the Cloathing ſhould be provided, and delivered to the Steward, to remain in the Hoſpital.

All Cloathing to be uſed by the Hoſpital ſhall be of the Manufacture of *Great Britain* or *Ireland*.

All the Children ſhall be cloathed in the ſame Manner, and alike in Materials and Colour; and ſufficient Cloathing provided, that every Child may, upon its Reception, have the Cloathing of the Hoſpital, and from time to time new Cloathing, ſuitable to its Age, as the Daily Committee ſhall find Occaſion; and the Porter may be provided with a proper Gown and Staff, the Meſſenger with a Suit of Cloaths.

It is left to this Committee to conſider of what Colour the Woollen Cloathing to be uſed by this Hoſpital ſhould be, and of what Diſtinctions they ſhall think neceſſary, when they fix the Patterns for the Hoſpital.

The Charter veſting in this Committee the Management of the Eſtate and Effects of the Corporation, Care muſt be taken that the Books before directed, relating to that Buſineſs, be regularly kept, the Debts and Legacies recovered, the Houſes kept in Repair, and ſuch Officers removed, as ſhall neglect their Duty, or be guilty of any Misbehaviour therein.

CHAP. IX.

Of the Treaſurer.

WHAT relates to this Officer further than is already eſtabliſhed by the Charter and Act of Parliament, or is properly

perly the Subject of the By-laws, is, That he ſhould anſwer all the Draughts made upon him by the General and Daily Committee, and immediately pay the Money to the Steward, or other Perſon, as directed, and take a Receipt for the ſame; and keep a particular Book of all Draughts from the Daily Committee, and the Perſon to whom, and the Time when he pays them.

CHAP. X.

Of the Preſident and Vice-Preſidents.

THE Office of the Preſident is to preſide in the General Courts, to keep Decency and Order, to explain to the Court the Buſineſs of that Aſſembly, to put Queſtions which ſhall be propoſed and ſeconded in the Order they are propoſed, and that by Way of Ballot, if demanded, to declare the Numbers on the Ballot, and on which Side the Queſtion is determined; and in Caſe of an Equality of Voices, is to have a double or caſting Voice. The Court is not to be adjourned till the Buſineſs is ended, unleſs by Conſent of the Majority of Governors and Guardians preſent. He is to order extraordinary Courts to be ſummoned as oft as he ſhall be deſired by any Seven of the Governors and Guardians, in caſe they ſignify their Requeſt

queſt in Writing, together with the Reaſon for which they deſire ſuch Court to be held; and he is to have one Key of the Seal of the Hoſpital.

In his Abſence the Vice-preſident, firſt named in the Liſt of Vice-preſidents, then preſent, has all the Power of the Preſident, except that of ſummoning extraordinary General Courts, which is by the Charter reſtrained to the Preſident.

CHAP. XI.

Of the General Courts.

PRevious to the holding any General Court, whether ordinary or extraordinary, Three Days Notice is to be given in the *Gazette** ; which Notice is to contain the Purpoſes for which ſuch Court is to be held.

* See the Act of Parliament.

The ordinary Courts are appointed by the Charter, one of which is annual, and appointed to be held on the ſecond *Wedneſday* in *May*, for electing by Ballot the Preſident, Six Vice-preſidents, a Treaſurer, the General Committee, and Secretary. *See the Charter.*

If the Election be not compleated on that Day, the Court may be adjourned, and the Election compleated within Forty Days after. *See the Act of Parliament.*

Two

Two Scrutineers ſhall be nominated and choſen by the Majority of Hands preſent, before the Ballot ſhall begin, which ſhall be at Eleven of the Clock in the Forenoon, and continue till Two in the Afternoon, at which Time the Ballot ſhall be cloſed, and no Liſt received after. The Secretary, or Perſon appointed for that Purpoſe, ſhall mark in a Liſt of the Governors and Guardians, the Name of every Governor and Guardian offering to vote, before he delivers his Ballot to the Perſon preſiding, who ſhall immediately put it into a proper Glaſs.

The Preſident, Six Vice-preſidents, and Treaſurer, ſhall be of all Committees, and have Voices there.

Forty two Perſons ſhall be annually choſen out of the Governors and Guardians, at ſuch Time and Manner as is directed by the Charter and Act of Parliament, who, together with the Preſident, Six Vice-preſidents, and Treaſurer, ſhall be the General Committee for managing and tranſacting the Affairs of the Corporation for the Year enſuing, and until others ſhall be elected in their Room: And fourteen Days previous to the ſaid annual Election of the General Committee, a Liſt ſhall be printed of the Names of the Governors and Guardians, and a Liſt of the General Committee, and the Regulations

tions concerning the Election of the ſaid Committee ſhall alſo be printed, every Liſt containing the Names of more than Twenty eight Perſons which were of the Forty two, who were ſo elected the preceding Year, ſhall be totally rejected; and all Diſputes concerning the Election of the ſaid Committee, ſhall be determined by the Majority of Governors and Guardians then preſent.

At the ſaid annual General Meeting, the Report of the Special Committee appointed at the quarterly General Meeting before, to examine, audit, and adjuſt the Accompts of the Treaſurer, Officers, and Servants, to *Lady-day* preceding, being to be received, if then approved of, may be ordered to be printed.

The Quarterly Courts are to be held on the firſt *Wedneſdays* after *Lady-day*, *Midſummer*, *Michaelmas*, and *Chriſtmas-day*. At theſe Courts, and no other, Leaſes may be executed, and By-laws made; but the By-laws are not binding till confirmed by ſome ſucceeding Court. *See the Act of Parliament.*

At the Quarterly Court next after *Lady-day*, a Committee ſhall be appointed for the auditing the Accompts of this Corporation, according to the By-law for that Purpoſe. *See By-law the 7th.*

At

At the General Courts Governors and Guardians may be elected by Ballot, but a Regulation of these Elections being particularly referred to us, we have made a ſeparate Report concerning that Matter.

Upon the Choice of any Governor and Guardian, Notice thereof ſhall be ſent him by the Secretary, together with printed Copies of the Charter, Act of Parliament, By-laws, and Plan, for the Regulation of this Corporation.

We having now gone through what to us appears neceſſary for the immediate Execution of the Powers veſted in the Corporation by His Majeſty's Charter, many Particulars may occur, which Experience may vary, but which Practice only can teach.

We therefore ſubmit theſe to the Conſideration of the General Court, and ſhall only add, That in our Opinion, to keep up and encourage the charitable Diſpoſition of Mankind to this Hoſpital, it may be proper to appoint ſome particular Day for an annual Charity Sermon, at which all the Governors ſhould be deſired to attend the Preſident, from the Hoſpital to ſome proper Church; and a particular Number appointed to collect the Benefactions of charitable Perſons, for the Maintenance and Support of the Hoſpital, with ſuch Marks of Diſtinction to the Collectors, as ſhall

be thought proper; and when hereafter Children educated in the Hoſpital are grown up, they ſhould likewiſe attend upon this Occaſion; which Meeting of the Governors perhaps might not be an improper one for a Collection among themſelves, to enable the Corporation to execute their Truſt.

All which we leave to the Conſideration of the General Court.

Heads

Heads of the CHAPTERS.

CHAP. I. *Of the Reception, Maintenance, and placing out of Children.*

CHAP. II. *Of the Nurſes.*

CHAP. III. *Of the chief Nurſe, and Female Servants.*

CHAP. IV. *Of the Steward and Men Servants.*

CHAP. V. *Of the Infirmary and Apothecary.*

CHAP. VI. *Of the Secretary.*

CHAP. VII. *Of the Governors, or Daily Committee.*

CHAP. VIII. *Of the Committee for tranſacting the Affairs of the Hoſpital, or General Committee.*

CHAP. IX. *Of the Treaſurer.*

CHAP. X. *Of the Preſident and Vice-preſidents.*

CHAP. XI. *Of the General Courts.*

THE REPORT OF THE General Committee

For directing, managing, and tranſacting the

BUSINESS, AFFAIRS, ESTATE, and EFFECTS OF THE CORPORATION OF THE GOVERNORS and GUARDIANS OF THE HOSPITAL FOR THE Maintenance and Education

Of expoſed and deſerted

YOUNG CHILDREN;

Concerning the

Method of electing future Governors and Guardians of this Hoſpital.

The Report of the General Committee for directing, managing, and tranſacting the Buſineſs, Affairs, Eſtate, and Effects of the Corporation of the Governors and Guardians of the Hoſpital, for the Maintenance and Education of expoſed and deſerted young Children, concerning the Method of electing future Governors and Guardians of this Hoſpital.

IN purſuance of the Order of the General Court, made the Twenty fifth Day of *June* laſt, we have conſidered of proper Rules to regulate the Election of future Governors and Guardians, and are of Opinion, That no Perſons for the future ſhall be elected Governors and Guardians of this Corporation, but upon the General Meeting, to be held the firſt *Wedneſday* after *Lady-day* yearly; and ſubmit to the Conſideration of the General Court, which of the two following Propoſitions ſhall be approved of, *viz.*

That no Perſons ſhall be then elected, but ſuch only as ſhall be nominated to the General Meeting, to be held the firſt *Wedneſday* after *Chriſtmas* yearly, preceding the ſaid Day of Election: Or,

That no Perſons ſhall be elected Governors and Guardians of this Corporation, but ſuch as ſhall be nominated as proper Perſons to be elected, by the Committee for tranſacting the Affairs of this Hoſpital, to the General Meeting for the Election of Governors and Guardians, and only in ſuch Number as the ſaid Committee ſhall annually think fit to name; and that the ſaid Committee do take the Nomination of Governors and Guardians into Conſideration, at the firſt Meeting of the ſaid Committee, to be held in the Month of *March* yearly, previous to the General Meeting, to be held the firſt *Wedneſday* after *Lady-day* yearly.

BY-LAWS

Propoſed to be made for the

Well-Government

OF THE

CORPORATION

OF THE

GOVERNORS and GUARDIANS

OF THE

HOSPITAL

FOR THE

Maintenance and Education

Of expoſed and deſerted

YOUNG CHILDREN.

BY-LAWS

Propoſed to be made for the

WELL-GOVERNMENT

Of the Corporation of the Governors and Guardians of the Hoſpital for the Maintenance and Education of expoſed and deſerted young Children.

Relating 1ſt To the Servants.

NO Officer or Servant of this Corporation ſhall take any Gratuity, Fee, or Reward for any thing relating to this Corporation, from any Perſon whatſoever, but ſuch only as ſhall be paid by this Corporation; and any Officer or Servant offending therein, ſhall be immediately diſcharged, and rendered incapable of ſerving this Corporation hereafter.

All

IId To the Caſh.

All Sums of Money which are received by the Treaſurer on account of this Corporation, ſhall be paid into the Bank of *England*, when the ſame ſhall amount to more than Two hundred Pounds. And all Monies to be paid on account of this Corporation, ſhall be paid by the Treaſurer out of Impreſt Sums to be made to him by Order of the General Committee, by Draughts upon the Bank of *England*, ſigned by the Chairman, and two at leaſt of the ſaid Committee. And whenever the Caſh in the Bank of *England* ſhall amount to the Sum of Five hundred Pounds beyond the current and uſual Expence of this Corporation, the Treaſurer ſhall acquaint the General Committee therewith, that the ſame be diſpoſed of; but no Lands or other real Eſtate (ſaving only Houſes to be converted into an Hoſpital or Lands for the Scite thereof) ſhall be purchaſed without the Order of the General Court; nor ſhall any Caſh belonging to this Corporation be placed out on any Securities other than Parliamentary Securities, unleſs by Direction of the General Court.

IIId To the General Committee.

The General Committee ſhall meet as often as they ſhall ſee convenient, by Adjournment, or on proper Notice: Any Seven or more of them ſhall have Power to tranſact Buſineſs; and in caſe of an Equality

quality of Votes, the Chairman ſhall have a double or caſting Vote.

No Committee ſhall contract for or purchaſe any thing whatſoever for the Uſe of the Hoſpital, in which any Governor and Guardian has any Property, Intereſt, or Concern (Land or Houſes only excepted) Nor ſhall the General Court or Committee elect any Governor and Guardian of the Hoſpital into any Place or Office of this Corporation, to which any Salary ſhall be annexed. IVth To Governors being excluded from ſelling Goods to this Corporation, or holding Places of Profit.

The Seal of this Corporation ſhall be kept in a Box with three different Locks and Keys, one of which ſhall be in the Cuſtody of the Preſident, another in the Cuſtody of the Treaſurer, and the third in the Cuſtody of ſuch Governor and Guardian as the General Court or General Committee ſhall appoint; and the Seal ſhall not be affixed to any Writing or Inſtrument whatſoever, but by Order of the General Court, or by Order of the General Committee; and the Seal ſhall always be ſo affixed in the Preſence of four of the ſaid Committee, two of whom, with the Secretary, ſhall counterſign the ſame; and at the ſame time an Entry ſhall be made in the Minute Book of ſuch General Court or Committee, of the Purpoſes for which, and the time when the Seal was affixed (which Vth To the Seal.

(which ſhall likewiſe be ſigned by the ſaid four Gentlemen) which Book ſhall be produced to the next General Committee, or, if required, to any General Meeting. And that in caſe the Preſident, Treaſurer, or other Governor and Guardian, in whoſe Cuſtody the Keys are, ſhall not attend, they ſhall reſpectively deliver the Key to ſuch Governor and Guardian as they ſhall think fit ; provided ſuch Governor and Guardian is not poſſeſſed of another Key : And that if it ſhould ſo happen, that any Governor and Guardian is poſſeſſed of a Key before, he ſhall deliver the laſt Key received to another Governor and Guardian who has none.

VIth To extraordinary Courts.

When and as often as any Seven or more of the Governors and Guardians ſhall apply to the Preſident for the time being for the calling a General Meeting, ſignifying in Writing ſigned by them the Reaſon for the calling ſuch Meeting, the ſaid Preſident ſhall thereupon call and appoint the ſame to be held within the Space of Ten Days then next after, by directing Three Days Notice to be given in the *Gazette*, and any other publick News-paper, thereof, and the Cauſe of ſuch Meeting.

VIIth To the Accounts.

The Majority of the Governors and Guardians who ſhall be preſent at every General Meeting of this Corporation, which ſhall

ſhall be kept and held next after *Lady-day* in every Year, ſhall have Power at ſuch General Meeting to appoint a Special Committee to examine, audit, and adjuſt the Accounts of the Treaſurer of this Corporation for the time being, and of the Officers and Servants of the Hoſpital, made up to the ſaid *Lady-day*; and for that Purpoſe to require ſuch Treaſurer, Officers, and Servants to lay their Accounts, and Vouchers thereunto belonging, before ſuch Committee, who is to report the ſame, with their Opinion, at the next annual General Meeting of the Governors and Guardians of this Corporation, on the ſecond *Wedneſday* in *May* yearly.

FINIS.